

**Regular Meeting of the Finance Committee  
Held in the Conference Room at City Hall  
Thursday, March 2, 2017**

Notice of this meeting was given to the public in compliance with Sections 10-15-1 through 10-15-4 NMSA 1978 and Resolution 16-69.

**ROLL CALL**

The meeting convened at 8:01 a.m. with Chairman Grant presiding and Councilors Henderson, Perry, and Denny being present.

Staff present: Monica Garcia, Stephanie Garay, Elizabeth Stark-Rankins, Juanita Jennings, Louis Najar, Devin Graham, Mike Mathews, Lupita Everett, Sharon Coll, and Martha Morales.

Guests present: Kerry Moore, Larry Connolly, Alan Trever, and Lisa Dunlap.

**APPROVAL OF AGENDA**

Councilor Perry moved to approve the March 2, 2017 Finance Committee Meeting agenda as presented. Councilor Denny was the second. A voice vote was unanimous and the motion passed.

**APPROVAL OF MINUTES**

Councilor Perry moved to approve the minutes from the February 2, 2017 Finance Committee meeting as presented. Councilor Denny was the second. A voice vote was unanimous and the motion passed.

**NON-ACTION ITEMS**

Informational Reports: Ms. Garcia discussed the reports and stated that staff is currently working on producing reports that are standardized and that include more information.

**ACTION ITEMS**

Lodger's Tax Funding Request – Roswell Invaders Baseball 2017 Season: Ms. Jennings presented the request for funding of the Roswell Invaders Baseball 2017 Season in the amount of \$1,750.00. A representative from the Pecos League was not present. The Occupancy Tax Board denied the request due to lack of information on the application. After brief discussion, Councilor Henderson moved to deny the Lodger's Tax Funding Request for the Roswell Invaders Baseball 2017 Season. Councilor Denny was the second. A voice vote was unanimous and the motion passed.

Lodger's Tax Funding Request – Roswell Galacticon 2017: Ms. Jennings presented the request for funding of the Roswell Galacticon 2017, formerly Roswell Filmfest & Cosmicon, in the amount of \$36,150.00. The Occupancy Tax Board recommended funding in the amount of up to \$25,000.00 with the difference of \$1,294.00 between the line item balance and the \$25,000 be funded from the Lodgers' Tax fund balance. The event will take place on June 29 through July 2, 2017. Alan Trever was available to answer any questions. After brief discussion, Councilor Henderson moved to send to full City Council on the Consent Agenda proposed funding of up to \$25,000.00 for the Roswell Galacticon 2017. Councilor Denny was the second. A voice vote was 3-1 and the motion passed with Councilor Grant voting no.

Lodger's Tax Funding Request – Roswell Kick It 3v3 Soccer Tournament: Ms. Jennings presented the request for funding of the Roswell Kick It 3v3 Soccer Tournament in the amount of \$3,462.50. The Occupancy Tax Board recommended funding in the amount of up to \$1,500.00. The tournament is scheduled for June 23 – June 24, 2017. A representative from RYSA was not present. Councilor Perry moved to send to full City Council on the Consent Agenda proposed funding of up to \$1,500.00 for the Roswell Kick It 3v3 Soccer Tournament. Councilor Henderson was the second. A voice vote was unanimous and the motion passed.

Advertisement of Public Hearing for Proposed Ordinance No. 17-08: Ms. Garcia discussed the request for Advertisement of Public Hearing for Proposed Ordinance No. 17-08, authorizing the issuance of the City's Convention Center Revenue Bond private placement with the New Mexico Finance Authority. Staff has been working with a consultant to design updates and improvements for the Convention Center. Councilor Perry moved to send to full City Council approval for Advertisement of Public Hearing for Proposed Ordinance No. 17-08. Councilor Henderson was the second. A voice vote was unanimous and the motion passed.

Step Increase Funding Source for the Approved Settlement Agreement between the City of Roswell and Utility Workers of America (UWA): Ms. Garcia presented the two available options to be considered as a funding source for the approved settlement agreement between the City and UWA. City Council approved the settlement agreement on February 9, 2017 pending the funding source for the payout. Option 1 consists of using funds from the current budget and Option 2 consists of using the City's reserves. The step increase will include all City employees and will be effective April 14, 2017. Councilor Perry moved to send to full City Council approval of Option 1 to fund the step increase. Councilor Denny was the second. A voice vote was unanimous and the motion passed.

### **PUBLIC PARTICIPATION**

Larry Connolly requested clarification on the bed tax (Lodgers' Tax) which appears to be down for the month of February. Ms. Garcia noted that the Lodgers' Tax report information is through February 22, 2017 and the payment deadline is the 25<sup>th</sup> of each month. Staff is working on standardizing the report by possibly using the same cutoff date each month to produce a report that will reflect more consistent information.

Kerry Moore shared the concern of the Occupancy Tax Board (OTB) in regards to the available funding for events. Councilor Grant stated that the misunderstanding is in that the Occupancy Tax is a line item within the Lodgers' Tax fund. When the Finance Committee recommends to fund events at more than what the OTB has budgeted in the Occupancy Tax line item, adjustments are pulled from the Lodgers' Tax reserve and make budget amendments for larger events.

Councilor Perry requested that any questions in regards to the operation of Lodgers' Tax should be directed to the Finance Committee members before reporting inaccurate information. The information is public record and it is provided in the packet. Councilor Perry suggested that the committee members be given the opportunity to respond on any questions or confusion in regards to information. He also suggested that the Roswell Daily Record print a rectification of the recent publication which included incorrect information on Lodgers' Tax. Lisa Dunlap with the Roswell Daily Record commented on the matter.

### **ADJOURN**

The meeting adjourned at 8:43 a.m.